

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION

Form C-10A
Rev. 06-06-18

**CHANGE ORDER
APPROVAL OF CONCEPT**

Contract ID No.: _____ FHWA No.: _____ State Project No.: _____
Change Order Number: _____

I. Explanation of Entitlement with Conceptual Description and Location of Proposed Work:

II. Entitlement Conditions: ☐Changes in Character of Work ☐Value Engineering Proposal ☐Differing Site Condition

III. Scope of Work: ☐Clearly Defined ☐Not Clearly Defined

IV. Change Category:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> UTIL - caused by utilities | <input type="checkbox"/> CHAR - changes to character of work | <input type="checkbox"/> ADD - additional work or scope | <input type="checkbox"/> PLAN - plan error or omission |
| <input type="checkbox"/> CONT - error in contract or omission in contract document | <input type="checkbox"/> VALU - contractor value engineering proposal | <input type="checkbox"/> LEG - local, state, or federal government proposal | <input type="checkbox"/> POL - changes to VDOT policy or guidance |
| <input type="checkbox"/> VDOT - delayed NTP or VDOT caused error/delay | <input type="checkbox"/> MISC - other changes | <input type="checkbox"/> NBID - specified by contract, not bid on by Contractor | <input type="checkbox"/> RENEW - renewing/extending time on renewable/on-call contract |

Approval of Concept is for informational purposes ONLY and does not constitute approval of the Change Order

FHWA Approval (If Required):

Construction Division Concurrence (If Required):

(Print Name)

(Print Name)

(Signature) (Date)

(Signature) (Date)

Area Construction Engineer Approval:

(Print Name) (Signature) (Date)